

Letter of Appeal

March 24, 2012

Detailed contact information

- Lakeview Local Schools
- Lisa Collins, Technology Coordinator (lisa.collins@neomin.org) (Fax 330.282.4260)
**Please note: The original filer for the 2008 funding year was Don Snowberger – the Technology Coordinator. I was officially hired in 2011.*
- 300 Hillman Dr, Cortland Ohio 44410
- 330.282.4212

Appealing USAC Administrator's Decision on Invoice Deadline Extension Request

- Form 471 Application Number :605464
- BEN: 129588
- FRN: 1668419
- Funding Year 2008 (07/01/2008 – 06/30/2009)

Explanation of appeal

The technology coordinator (Don Snowberger) that processed the eRate applications for Lakeview Local Schools in prior years has retired. I am the new Technology Coordinator for Lakeview Local Schools. I was reviewing our districts past eRate applications and noticed that our 472 application was not received in 2008. Upon this discovery, I immediately submitted an invoice deadline extension request to USAC (Dec 2011). However they have denied this request. I would like to request that this be overturned so that I might be able to file the necessary BEAR form to receive reimbursement. (See below for a copy of my 486 Notification letter)

Respectfully Submitted,
Lisa Collins
Technology Coordinator
Lakeview Local Schools
300 Hillman Dr
Cortland Ohio 44410
330.282.4212



Schools and Libraries Division

FORM 486 NOTIFICATION LETTER
(Funding Year 2008: 07/01/2008 - 06/30/2009)

December 3, 2008

DONALD SNOWBERGER
LAKEVIEW LOCAL SCHOOLS
300 HILLMAN DR
CORTLAND, OH 44410-1562

Re: Form 486 Application Number: 498976
Applicant's Form 486 Identifier: LAK0809

This letter is to notify you that the Universal Service Administrative Company (USAC) has received and accepted an FCC Form 486, Receipt of Service Confirmation Form, from you. This notification is to confirm the information that you provided. This information is being shared with the service provider whose SPIN you identified on each Funding Request Number (FRN).

You may be receiving this letter to revise or correct a previous Form 486 Notification Letter. The information contained in this letter supersedes any previous notification you may have received, including, but not limited to, a previously adjusted Service Start Date or previously reduced funding commitment.

NEXT STEPS

Discuss with your service provider whether you would like discounts on your bills or to pay your bills in full and be reimbursed for discounts.

Invoice USAC before the invoice deadline using the applicant invoice (BEAR Form - FCC Form 472) for reimbursements after paying the bills in full or the service provider invoice (SPI Form - FCC Form 474) for discounts. Whichever method you choose, you must pay your non-discount portion, as stated in Program rules. Program rules also require that participants maintain all documentation for at least five years after delivery of discount service.

TO APPEAL THE SERVICE START DATE/FUNDING COMMITMENT CHANGE DECISION

If you wish to appeal the Service Start Date change(s) and/or funding commitment adjustment(s) indicated in this letter, your appeal must be received by USAC or postmarked within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and (if available) email address for the person who can most readily discuss this appeal with us.

2. State outright that your letter is an appeal. Include the following to identify the letter and the decision you are appealing:
 - appellant name,
 - applicant or service provider name, if different than appellant,
 - applicant BEN and service provider SPIN,
 - Form 486 Number 498976 and FRN(s) as assigned by USAC,
 - "Form 486 Notification Letter for Funding Year 2008", AND
 - the exact text or the decision that you are appealing.
3. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal, including any correspondence and documentation
4. If you are an applicant, please provide a copy of your appeal to the service provider(s) affected by the USAC's decision. If you are a service provider, please provide a copy of your appeal to the applicant(s) affected by the USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to USAC by email, email your appeal to appeals@sl.universalservice.org. USAC will automatically reply to incoming emails to confirm receipt.

To submit your appeal to us by fax, fax your appeal to (973) 599-6542.

To submit your appeal to us on paper, send your appeal to:

Letter of Appeal
Schools and Libraries Division - Correspondence Unit
100 South Jefferson Road
P.O. Box 902
Whippany, NJ 07981

You have the option of filing an appeal with USAC or directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted on our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

A guide to the data reported in our letter reports is posted in the Reference Area of our website. Complete Program information, including invoice deadlines is also posted on our website. You may also contact our Client Service Bureau by email using the "Submit a Question" link on our website, toll-free by fax at 1-888-276-8736, or toll-free by phone at 1-888-203-8100.

Schools and Libraries Division
Universal Service Administrative Company

FORM 486 NOTIFICATION LETTER REPORT
(Funding Year 2008)

Funding Request Number: 1668419
Form 471 Application Number: 605464
Service Provider Name: Embarg Corporation
Service Provider Identification Number: 143019614
Billing Account Number: 330-637-8741
Service Start Date: 07/01/2008